

Setting Up Your SAS Teacher Blog

Step 1: Go to <http://teachers.saschina.org/wp-admin/> which is the login page for all SAS teacher blogs. You may log in on the left side of the screen using your username and password.

Your username is: first initial last name (ie: adecardy)

Your initial password is: sas

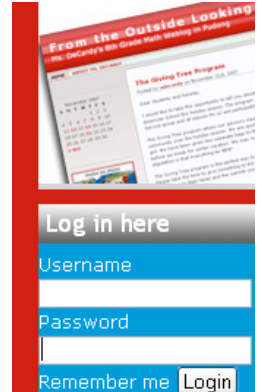
A screenshot of the WordPress login page. It features a blue header with the WordPress logo. Below the logo are two input fields: 'Username:' and 'Password:'. There is a 'Remember me' checkbox and a 'Login »' button.

Alternatively, you may bypass the main page and go to:

[http://teachers.saschina.org/\(username\)/wp-admin/](http://teachers.saschina.org/(username)/wp-admin/)

For example: my sign-in page is at

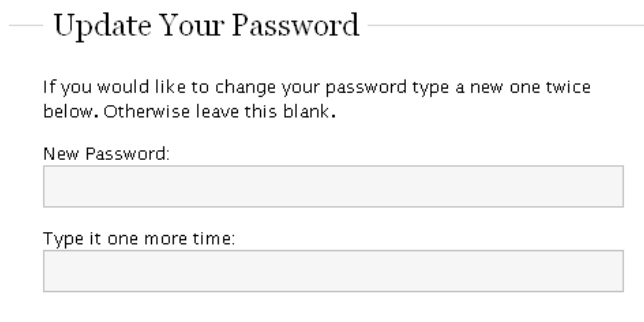
<http://teachers.saschina.org/adecardy/wp-admin/>

A screenshot of the WordPress login sidebar. It has a red header with the text 'From the Outside Looking'. Below the header is a 'Log in here' section with 'Username' and 'Password' input fields, a 'Remember me' checkbox, and a 'Login' button.

Welcome to WordPress

Use these links to get started:

- [Write a post](#)
- [Update your profile or change your password](#)
- [Add a link to your blogroll](#)
- [Change your site's look or theme](#)

A screenshot of the 'Update Your Password' form. It has a title 'Update Your Password' and a subtitle 'If you would like to change your password type a new one twice below. Otherwise leave this blank.' There are two input fields: 'New Password:' and 'Type it one more time:'. Below the fields is an 'Update Profile »' button.

Step 2: Change your email address as soon as you login by choosing the update profile link. The email address in the system may not be accurate. You may use your personal email address or the school email address.

You should also change your password on the same page to something unique. When you have completed both, please click the update profile button.

Update Profile »



Step 3: Next, click Options as this is where you will change your blog title. You may also change the tagline and your email address on this page, but do not change any of the time information. When finished click Update Options.

Step 4: Menu Choice - Presentation



Changing Blog Theme: Rollover Presentation and use the pulldown menu to access Themes. Once you click on a new theme, it will be changed. Currently, these are the themes available to SAS teachers, but we will try to add more in the fall.

Adding Widgets: Rollover Presentation and use the pulldown menu to access Widgets. Depending on the theme you chose, you will be able to add widgets to one sidebar or two sidebars. To put a widget in the side bar, click on a widget under Available Widgets and drag it up to the sidebar.

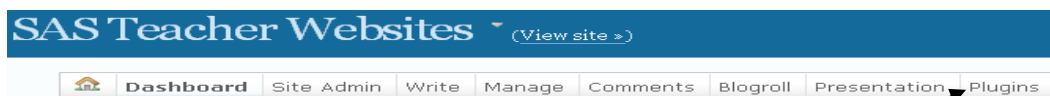
One of my favorite widget sites is <http://www.widgetbox.com>. Once you choose a widget, a code will be given to you and you may insert the code into one of the Text widgets. Remember to always Save Changes!

Sidebar Arrangement

You can drag and drop widgets onto your sidebar below.



Another favorite widget site is at <http://www.clustrmaps.com/>. A ClustrMap will automatically track where in the world your visitors are coming from by placing a dot on a map. Go to the site to register your blog. After the registration process is complete you may add the text code that they give you to your blog by inserting it in another Text widget.



Yet another fun widget to add is FireStats. In order to have FireStats listed as an Available Widget you must first go to the Plugin Menu and Activate the Firestats Plugin. Once you do this, it will appear as an choice for you to drag up to your sidebar.

STATISTICS

☞ Pages displayed : **4120**
 ☞ Unique visitors : **1995**
 ☞ Pages displayed in last 24 hours : **16**
 ☞ Unique visitors in last 24 hours : **5**

🔥 Powered by FireStats

Step 5: Menu Choice - Write a post

You will write a post to your blog from this menu choice. Give a title to each post and start writing. You will write as if writing in a document.

You may use spell check, upload a small image or picture, and generally do anything you would do in a word document.

You have three choices before exiting this page:

Save and Continue Editing – Save often so that you don't lose your work and continue working in this page.

Save – Use this button to save your work and finish editing your post later.

Publish – Your ready for the post to appear on your blog... post your final product.

Step 6: Menu Choice – Manage

ID	When	Title	Categories	Comments	Author
13	2007-03-15 10:57:38 pm	Pi Day and Progress Reports!	Special Events, Weekly Notes	0	adecardy

From the Manage menu, you can edit any of your existing blog entries or continue working on a blog post that you saved earlier. Simply click the edit link to change the blog post in any way.

Congratulations! You have set up your blog with SAS!

If you have questions, please email me at anytime over the summer and I'll get back to you as soon as possible.

Happy Blogging!